Now Hiring: Boulder Organizing Manager

New Era Colorado Foundation and New Era Colorado Action Fund are seeking a full time Boulder Organizing Manager to drive our work in Boulder to mobilize and build power for young people in 2020. The 2020 election will be one of the most important elections of our lifetime with so much at stake and on the line. Our humanity, dignity, and the safety and well-being of our communities are on the ballot in 2020 and we envision young people as a driving force for change, as members of the largest, most diverse, most progressive generation in history.

About the Position

This position will be charged with engaging young people in advancing all of our organizing work, whether it is on an issue campaign at the legislature, a ballot measure, or our voter engagement work. The Boulder Organizing Manager will manage an evolving team structure (full-time organizers, part-time fellows, volunteers) that will grow and shrink as we build a large team for the 2020 election.

In this role, you will create, build, and lead an inclusive, people-powered, and youth-driven team while working for an organization that centers young people and their values while working towards collective liberation. There is power in our generation, and together we need to use it to win progress on the issues impacting us and fight back against bigotry, hate, oppression, and injustice.

Our ideal candidate is passionate about mobilizing young people to advance progressive issues, can work respectfully and collaboratively across different identities, is passionate about increasing participation and leadership among young people - especially young people of color, and has the enthusiasm to talk to hundreds of young people in a day to register them to vote or get them involved.

How to apply

Preferred start date is January 13th but we have some flexibility. Use this google form to submit your application materials. In your cover letter, please describe why you want to do this job in particular at New Era, and how you found out about the position. The priority deadline is January 10th, but this position will be open until filled and will be removed from our website once it is filled (if the posting is still up, you can and should still apply!). No phone calls please.

About New Era & Our Team

New Era is the leading voice for young people in Colorado politics and one of the most effective youth civic engagement organizations in the country. We work to reinvent politics for young people, mobilizing and empowering a new generation to participate in our democracy to advance progressive change. We’ve registered nearly 200,000 young people to vote and driven record young voter turnout. We organize to advance economic justice, abortion rights, climate action and election access. Along the way, we’ve passed student debt relief and young voter access legislation, made two viral videos (This Is Why We Vote; Campaign for Local Power), and eaten approximately 1 million pizzas.

We are early on a journey to embed equity and inclusion in our organization’s day-to-day and DNA, and to transform into a truly anti-racist organization. For us, this means working to authentically centering the experiences and leadership of young people of color in our program work; dismantling white supremacy within our organizational systems, policies and culture, and rebuilding anew; and ensuring that we have a thriving, diverse team of staff and board members advancing our mission. We expect all staff to engage enthusiastically in this work.

Our team is deeply dedicated to social change, and takes the work very seriously—but not ourselves. We’ll never miss an opportunity to get a zoomed-in screenshot of you making a weird face in a group photo (and turn it into a Slack emoji) and we hope you have an HBO login to share. We truly believe in the power of young people. Get to know us: Our website | Our Facebook | Instagram | Twitter

Job Responsibilities

- **On-the-Ground Civic Engagement, Issue Organizing & Field Leadership | 50% |** Maintaining a regular presence at college campuses, community events and festivals and regularly engage in face-to-face
conversations with young people in the field. This means tabling on college campuses up to 4 times a week in the spring (mostly 3 times a week), and up to 5 times a week in the fall (mostly 4 times a week), and attending festivals and community events while leading a team to successfully engage and meet young people where they are at. Lead the planning and execution of large-scale, volunteer-driven voter registration drives and turnout programs targeting young voters in Boulder (including all aspects of voter registration, phone banks, canvasses, voter guide distribution, etc).

- **Build and Manage a Team** | 30% | Build, train, and lead an inclusive team of energized and motivated organizers, fellows, and volunteers for the Boulder program. Lead volunteers, fellows, and organizers in driving our organizing and voter engagement campaigns forward. Recruit, train, and develop volunteers into leaders, build strong relationships, maintain responsive communication, provide regular coaching and feedback, and lead a team of organizers and fellows for success.

- **Boulder Program Management** | 20% | Set the Boulder program up for success by coordinating and overseeing all field work for Boulder, including scheduling, site selection, supplies, individual performance, data entry and quality control while meeting all relevant goals, objectives and priorities in Boulder. Have systems in place to keep yourself organized, stay on top of projects and all their moving parts, meet deadlines, and have strong communication with the rest of our team.

**What We’re Looking For**

Our ideal candidate is a flexible problem solver who can stay organized while engaging face-to-face with young people in the field, and is committed to leading and advancing diversity, equity, and inclusion through every aspect of their work.

- **Commitment to New Era** | Demonstrates enthusiasm for the mission of NEC, the issues we work on (climate, abortion rights, election access, and economic justice), and our theory of change

- **Enthusiastic about field work, organizing, and young people’s ability to build power** | A passion for engaging young people face-to-face on college campuses and in the community, through regular tabling and organizing. Demonstrated willingness to recruit and form relationships with young people, build volunteers into leaders, and create a respectful, inclusive political home for young people

- **Resourceful and highly organized problem solver who is a strong owner of the work** | Demonstrated ability to be a strong owner of their work, show strong initiative in making improvements to our work, set high standards for individual and team performance, work and problem solve independently, and is committed to constant improvement of themselves and the organization

- **Flexible and Adaptable** | Demonstrated ability to work in a flexible and fast-paced environment with constantly changing circumstances, rapidly moving parts, and longer hours. Ability and willingness to work nontraditional hours, including evenings and weekends as needed, to meet young people where they are and when they’re free

- **Fluency and Commitment to Diversity, Equity, Inclusion** | A deep commitment to New Era’s mission and to advancing diversity, equity, and inclusion through and within our organization and a demonstrated ability to think critically about your own identity and work respectfully and collaboratively across different identities - especially racial identities

*Please note: we care more about your talent, desire to do the work, and your drive and ability to improve every day than whether you have formal or informal experience. We do not require formal education or management experience. Management experience (volunteer, student group, intern, paid staff) is a benefit but not a requirement, we will get you the training and coaching you need! We encourage you to submit your application if this job excites you!*  

**Position Details, Compensation and Benefits**

This is a full-time, permanent position based out of New Era’s Boulder office. New Era provides a comprehensive benefits package, including medical, dental, and vision coverage (with 75% of the premium covered by the employer), a SIMPLE IRA retirement plan with a match of up to 3% after 1 year of employment, an annual RTD Ecopass (free public transit!), paid time off, a paid sabbatical after 5 continuous years of employment, and an annual professional development budget. Salary range is 41k annualized, commensurate with experience. **New Era Colorado is an equal opportunity employer. We welcome applications from all, and strongly encourage women, people of color, people with disabilities, immigrants, refugees and LGBTQ people to apply.**